Roadmap to ADC Data Entry Menu & Completing the Collection!

Annual Data Collection Main Menu

2010-2011   State Level
All Counties (CO %)
Click to   All Systems and Coops (SS %)
Select   All Legal Entities (LE %)
All Schools (SC %)

UNKNOWN STATUS

Select a button on the left, then double click an option below

☐ Data Entry

MAINTENANCE
1 - Setup Periods/FTE Names

ENTERED AT SCHOOL LEVEL
2 - School Staff Assignments

☐ Reports

3 - School Aggregate Hours
4 - Accreditation Data
5 - PIR Days and School Start and End Dat

☐ Views

6 - Alternative Education Programs
7 - Indian Education
8 - Highly Qualified Teacher

☑ Administration

9 - Technology: Computers and Connectivity Report

> Choose "Click to Select" and choose a **school (SC)** to enter these menu items.

ENTERED AT DISTRICT LEVEL
10 - District Staff Assignments
11 - District Personnel Recruitment
12 - Indian Education for All District Leve
13 - Technology Integration Report
14 - Distance Learning Report
15 - Testing Coordinators
16 - Homeless Liaison
17 - Dual Enrollment Opportunities

> Choose "Click to Select" and choose a **district (LE)** to enter these menu items.

OPTIONAL FOR THE SCHOOL AND/OR DISTRICT
18 - Print all Reports

LAST STEP TO FINISH
19 - Preliminary Accreditation Report
20 - FTE Report
21 - Submit
22 - Quality Educator Payment Report

Schools, District and County

Review these reports and complete "Submit"! **Submit** must be completed or collection is not complete.

16-Jun-11